



COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
OPEN COMPETITIVE JOB OPPORTUNITY



THIS ANNOUNCEMENT IS A REBULLETIN TO CHANGE THE EXAMINATION FROM THE DEPARTMENT OF HEALTH SERVICES TO THE DEPARTMENT OF PUBLIC HEALTH, CHANGE EXAMINATION NUMBER, BULLETIN NUMBER, UPDATE SALARY AND REVISE SPECIAL INFORMATION STATEMENT. THIS REBULLETIN SUPERSEDES BULLETIN NUMBER 2005-195-009:ER POSTED MARCH 21, 2005 WITH AN ORIGINAL FILING DATE OF DECEMBER 2, 1998. PERSONS WHO HAVE ALREADY APPLIED NEED NOT REAPPLY, BUT MAY SUBMIT ADDITIONAL INFORMATION IF THEY WISH. THE INFORMATION MUST INCLUDE THE CORRECT EXAMINATION TITLE AND EXAMINATION NUMBER.

Bulletin No. PH-2007-14:ER

Posting Date: January 26, 2007

JOB TITLE	<u>ENVIRONMENTAL HEALTH SPECIALIST I (TEMPORARY/SPANISH SPEAKING)</u>
EXAM NUMBER	PH5670B
FILING DATES	December 02, 1998 until needs are met
SALARY	\$3,163.64 - \$3,337.91 MONTHLY
POSITION INFORMATION	As a trainee, learns techniques for conducting environmental health inspections and investigations.
ESSENTIAL JOB FUNCTIONS	Attends formal training sessions to receive instruction in environmental management principles, methods, and techniques and orientation to the organization, departmental policies, and procedures of the Environmental Health Program; learns to conduct periodic inspections of food establishments and restaurants for proper sanitary conditions; learns to conduct investigations of complaints concerning the infestation of rodents and insects; learns to conduct investigations of complaints of the improper disposal of garbage, rubbish, sewage, and other unsanitary conditions in buildings, retail food or other establishments, collection trucks, sanitary landfills, recycle sites and refuse transfer stations; drives to various sites throughout the county for on-the-job training in conducting environmental health inspections, investigations, and enforcement of Federal, State and County public health laws.
MINIMUM REQUIREMENTS	<p>A Bachelor's degree from an accredited* college, university, or educational institution approved by the California State Department of Health Services or an educational institution of collegiate grade approved by the American Council on Education, which shall have included 30 semester or 45 quarter units of basic sciences, including a one semester course or quarter unit equivalent, including lecture and laboratory, in Chemistry, Physics, Biological Science, and Microbiology as well as a semester or quarter course in calculus or algebra.</p> <p>Physical Class: 3 - Moderate: Includes standing or walking most of the time, with bending, stooping, squatting, twisting, and reaching; includes working on irregular surfaces, occasionally lifting objects weighting over 25 pounds, and frequent lifting of 10-25 pounds.</p> <p>Licenses: A valid California Class C Driver License is required to carry out job-related essential functions.</p>

Department of Public Health: Address: 5555 Ferguson Drive, Suite 200-01, City of Commerce, CA 90022
24-Hour Job Line: (800)970-LIST; TTY Phone: (213) 974-0911

THE COUNTY OF LOS ANGELES IS AN ACTIVE EQUAL OPPORTUNITY EMPLOYER

Successful applicants for this examination will be required to obtain a copy of their driving record from the California State Department of Motor Vehicles before being hired. A copy of your driving record must be presented at the time of your appointment. License must not be suspended, restricted or revoked. **AN APPLICANT WHOSE DRIVING RECORD SHOWS FOUR OR MORE MOVING VIOLATIONS WITHIN THE LAST TWO YEARS WILL NOT BE APPOINTED.**

Special Requirement Information: *Accredited institutions are those listed in the publications of regional, national or international accrediting agencies which are accepted by the Department of Human Resources. Publications such as American Universities and Colleges and International Handbook of Universities are acceptable references. Also acceptable, if appropriate, are degrees that have been evaluated and deemed to be equivalent to degrees from the United States accredited institutions by an academic evaluation agency recognized by The National Association of Credential Evaluation Services.

APPROVAL: Letter from the California State Department of Health verifying completion of all necessary academic requirements for appointment as an Environmental Health Specialist I.

Applicants must attach a copy of the Approval Letter from the California Department of Health to their application at the time of filing. Applications submitted without attaching a copy of the Approval Letter will be rejected as incomplete.

Shift: Any Shift

Appointees may be required to work any shift including evenings, nights, weekends and holidays.

The current vacancy is located in Environmental Health within the Department of Public Health.

Part I: Consists of a Spanish Speaking Bilingual Proficiency Qualifying Test. The Bilingual Proficiency Test will cover the ability to speak the Spanish language. NOTE: only those candidates achieving a passing score in the Spanish Speaking Bilingual Proficiency Qualifying Test will be invited to Part II.

Part II: Consists of an interview weighted 100%. The interview is designed to evaluate training, experience, personal fitness and general ability of the candidate to perform the duties of the position.

Candidates must achieve a passing score of 70% or higher on the interview in order to be added to the Eligible Register.

Applications for this examination will be accepted until further notice. The names of candidates receiving a passing grade on the examination will be added to the Eligible Register and, unless appointed, will appear in the order of their score group for a period of at least six (6) months following the date of promulgation.

No person may compete in this examination more than once every six (6) months.

*** * * * IMPORTANT INFORMATION * * * ***

**SPECIAL
INFORMATION**

**VACANCY
INFORMATION**

**EXAMINATION
CONTENT**

**ELIGIBILITY
INFORMATION**

**APPLICATION
INFORMATION**

Applicants are required to submit a standard County of Los Angeles Employment Application, available through the internet at <http://dhr.lacounty.info> or at the filing location indicated, between the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday.

This examination will remain open until the staffing needs of the County have been met and is subject to closure without prior notice.

The acceptance of your application will depend on whether you have clearly shown that you meet the Minimum Requirements **at the time of filing**. Please fill out your application completely and correctly so that you will receive full credit for your related education and experience. In the space for education include the names and addresses of schools/colleges attended, titles of courses completed, dates completed and number of credits/units earned, degree(s) earned, dates completed and specialized field of study. For each job held, give the name and address of your employer, your job title, beginning and ending dates, description of work performed, number of hours worked per week, and salary earned. Attach an additional page(s) to your application, if necessary, to describe fully your related education and experience. All information supplied by applicants is subject to verification. Applications may be rejected at any stage of the selection process.

Submit completed application and any required supplemental (if any) in person or by U.S. Mail to the following address:

Department of Health Services
Recruitment & Examining Office
5555 Ferguson Drive, Suite 200-01
City of Commerce, CA 90022
(323) 890-8488

**DISABILITY
ACCOMMODATIONS**

Americans with Disabilities Act of 1990: All positions are open to qualified men and women. Pursuant to the Americans with Disabilities Act of 1990, persons with disabilities who believe they need reasonable accommodation, or help in order to apply for a position, may contact the ADA coordinator at (323) 890-8474.

Contact the Coordinator of Personnel Services for Disabled Persons by calling (323) 890-8474. Hearing impaired applicants with telephone teletype equipment may leave messages by calling (213) 974-0911. The County will attempt to meet reasonable accommodation requests whenever possible.

**AN EQUAL
OPPORTUNITY
EMPLOYER**

Equal Employment Opportunity: It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, religion, sex, national origin, age, sexual orientation, or disability.

**CHILD SUPPORT
COMPLIANCE**

Los Angeles County Child Support Compliance Program: In an effort to improve compliance with court-ordered child, family and spousal support obligations, certain employment and identification information (i.e., name, address, Social Security number and date of hire) is regularly reported to the State Directory of New Hires which may assist in locating persons who owe these obligations. Family Code Section 17512 permits under certain circumstances for additional employment and identifying information to be requested. Applicants will not be disqualified from employment based on this information.

VETERAN'S CREDIT

VETERANS' PREFERENCE CREDIT of 10 points will be added to the final passing grade in any open competitive examination if you are an honorably discharged veteran who served in the Armed Forces of the United States:

- During a declared war; or
- During the period April 28, 1952 through July 1, 1955; or
- For more than 180 consecutive days, other than for training, any part of which occurred after January 31, 1955, and before October 15, 1976; or
- In a campaign or expedition for which a campaign medal or expeditionary medal has been authorized and awarded.

This also applies to the spouse of such person who, while engaged in such service was wounded, disabled or crippled and thereby permanently prevented from engaging in any remunerative occupation, and also to the widow or widower of any such person who died or was killed while in such service. A DD214, Certificate of Discharge or Separation from Active Duty, or other official documents issued by the branch of service are required as verification of eligibility for Veterans' preference. If you are unable to provide any documentation at the time of filing, the 10 points will be withheld until such time as it is provided.

EMPLOYMENT ELIGIBILITY INFORMATION

Employment Eligibility Information: Final appointment is contingent upon verification of U.S. citizenship or the right to work in the United States. Immigration law provides that **all** persons hired after November 6, 1986, are required to present original documents to the County, **within three (3) business days** of hiring, which show satisfactory proof of: 1) identity and 2) U.S. employment eligibility.

RECORD OF CONVICTIONS

A full disclosure of all convictions is required. Failure to disclose convictions will result in disqualification. Not all convictions constitute an automatic bar to employment. Factors such as your age at the time of the offense(s), and the recency of offense(s) will be taken into account, as well as the relationship between the offense(s) and the job(s) for which you apply. However, any applicant for County employment who has been convicted of workers' compensation fraud is automatically barred from employment with the County of Los Angeles (County Code Section 5.12.110). **ANY CONVICTIONS OR COURT RECORDS WHICH ARE EXEMPTED BY A VALID COURT ORDER DO NOT HAVE TO BE INCLUDED.**

SOCIAL SECURITY ACT OF 2004

Section 419 (c) of Public Law 108-203, the Social Security Protection Act of 2004, requires State and local government employers to disclose the effect of the Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. The County of Los Angeles does not participate in the Social Security System. All newly hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement. For more information on Social Security and about each provision, you may visit the website www.socialsecurity.gov, or call toll free 1-800-772-1213. Persons who are deaf or hard of hearing may call the TTY number 1-800-325-0778 or contact a local Social Security office.